

Commodity Advisory Council Meeting
May 2, 2002
Kentucky Dam Village State Park
(held in large conference room)

Introduction: Pat Cassetty introduced the Division's Office & Field Staff to the Council representatives. The Processors and Council members attending each introduced themselves.

Processors: Bowman Apple Company and Culinary Standards

Council members: Joyce Alexander, Martha Dysart, Eleanor Hall, Janie Justice, Mary Kuhn, Phyllis Martin, Carol McQueen, Jennette Otten, Linda Payne, Kathy Payton, Gina Rose, and Joan Smiley.

Folders were distributed by Teresa Ulery which contained the minutes from the last Commodity Advisory Council Meeting. They were read over and minutes were approved and seconded.

Announcements: (Pat)

1. Last week the USDA representative backed out, so there would not be someone from USDA at this meeting to answer questions or to give updates.
2. Commodity school update pamphlet. Plans to launch a web-base commodity ordering system; will be designed same way as filling shopping cart on-line.
3. Notify states of products to purchase. We will continue to use system in place now; will ask what they (FSD) want. All requests will be made electronically. A cap will put on Groups A & B Entitlements (cheese, etc.). May want to send to processors; send info for another cheese order for Entitlement Order. You can get all the cheese you want. Angela will show how to make a change on your order.

Change next year – Total dollar amount and you can spend all you want on Group B, but don't expect dollars for all you want on Group A. Discussion followed concerning cheese ordering and how to order Group A & B Commodities.

4. Informational Memorandum that was just sent regarding the Farm Bill is now in the House & Senate. \$1.5 million – how much more DOD (Department of Defense) can you use. Most everyone attending the meeting is participating in DOD, and can use in Farm to School Program, as long as orders are spent by June 30. Can also be used for Summer Feeding. Encourage everyone to go to USDA website – they have a link from KDA website. They are putting a lot of information on their website which everyone will find useful.

Steve Castanis

Single Inventory. Drastic changes in school reviews. Majority of schools have already signed up. As of July 1, all schools will be signed up. Storage facilities and practices discussed. The Division of Food Distribution will no longer be accountable for food losses. Central Office Review will remain the same.

Donna Vincent

Single Inventory is shorter. A complete change for Managers. Storage facilities, ventilation, health department records, discrepancies, extermination report and temperature charts were some of the things Program Coordinators will be checking.

Beverly Daugherty

No more semi-annual reports. Checking 4 food items, checking all sites to make sure they have received products. Checking Group A & B items to make sure they are received, make sure Permanent Agreement is on file, make sure they know how to track Entitlement dollars on D2 forms, DOD and Farm to School records. If funds are not used, we can take them back. Make sure Policy and Informational Memorandums are kept on file, trainings, follow-up procedures, shipment of upcoming products are available. Some detail on processing/processors, outside storage facilities, local compliance reviews and left-over commodities.

Larry Garriott

Storage practices, dating USDA and bought foods. Recording/records, and food loss forms. New forms will include information regarding storage facilities, pallets, shelving, making sure appropriate measures taken to prevent rodent and pests, safeguard against theft, rotation by pack date, shortages/ overages and deliveries of, cleaning supplies/chemicals, temperature controls checked and recorded, conducting monitor reviews by February 1 of each school year, and monitor review form on website.

Pat Cassetty

American Commodity Distribution Meeting is open to anyone who would like to attend. Bidding for processing – you're supposed to bid on your processing. Price means maximum price, not bottom-line. Discussion followed. Will call Department of Education and let them know calls will be coming in.

State Auditors came to audit program. Federal Regulations stated A1-33 – supposed to look at schools who receive more than \$300,000. in funding. Central Office and school reviews will be put on website.

Changes to Permanent Agreement – as USDA decided to make changes, not enough room for Single Inventory on Addendum's to be added.

Section E (donation) – Two feeding sites set up by Red Cross. Food belongs to government until it is used and served. You should get information from our office first. If they (Red Cross) use your food, they are supposed to pay you back for it, even if it is commodities. You need to keep up with the "50-Series" form. "Buy American" section has been increased. Records section has been increased. Inventory has been taken out. Electronic record kept of food request. Use back-haul as last resort, it saves you money. Complaints about commodities, take action, then report to Food Distribution Office.

Food Service Director magazine. More and more articles on fast food. Please read. Brief discussion followed of how food gets to you. USDA doesn't purchase if they do not get a good bid, even after we have told them what we want. The Department of Agriculture is responsible to provide you with all information available. If you need something, let us know; training also. We will try to provide staff, etc. Reviews – on-site reviews will be done once every 4 years instead of every 3 years. Purchasing specifications, Conflict of interest – need two copies. Superintendent must sign both, and you need to send both to us.

Teresa Ulery

Supplement to list all schools - go to website. Manager changes can be done on website. New and deleted managers must come to office.

Bill Wilson

In the packets given, you will find a list of distributors and prices, along with the results of the survey. We had quite a few more bids than usual. Not a lot of regions who were close in bids. This is posted on the website. We need an email address for Davis Distributors. There are two major changes on the new school agreement. One is the minimum case drop from 10 cases to 15 cases and the other is the minimum hours 6:30 to 3:30. The agreement changes/requirements are all spelled out. Notify the people in your area of the contact persons, sites, especially new distributors. Let us know if you have problems. We will be going around to distributors in a few weeks. If we don't think you're going to use it, we won't send it to you. We have too much food at the end of year. There was a tremendous problem, a lot of dissatisfaction, with purchased food in Region 9. Most are going to pay a less price, except Region 1, who is staying the same. Be patient the first of school year. Give it time to work out, but not too long. Let us know if you have any problems.

Mike Spencer (JTM)

Update on issues happening in USDA. ACDA – National Convention in Oklahoma City, Oklahoma, was very informative. Next year's convention will be in North Dakota. Business Processing Reengineering – a lot of pilot projects, Computer Connectivity was one of them. Can request what USDA buys, more demand-driven, will be tested in four states. Representatives from states selected developed project. The wording of origin is the newest "big" issue. Group A Commodities is surplus removal.

Commercial Labels – LAC (Legislative Acts in Congress) in Washington, DC – you need to go next year. "Roll Call" on website. Addressing overweight and obesity. Want USDA to have the right and legal capacity to govern issues. Reimbursement Rates are not adequate, etc. State Allocation Expense (SAE) changing fund expenditures. ACDA – USDA concerned with error rate on WIC and school lunches. They want "0 Tolerance on salmonella." Are spending \$39.3 on these issues.

Pat Cassetty

Poultry substitution – handout in the folder. United States origin of meat, discussion thereof.

Angela Wash

Put together a handout of questions and answers for everyone, included a wall projection of how to order Group A & B Entitlement Commodities. Presentation of computer program when ordering, how to make a change, and answered questions. Angela wanted everyone's opinion on what they thought would work, and encouraged everyone to call if they had problems or questions. Monies allotted are \$11.5 million for Group A, \$2.1 million for Group B, \$1.8 million for bonus items, and \$12.7 million possible increase at end of year. Angela announced foods that have been ordered, but pointed out that this food list is not yet available on the website. There was a discussion of foods ordered and foods that cannot be ordered at this time. Bonus items were also discussed, as well as other foods that may be available through USDA. There will be no bonus pudding, but there was bonus pudding for everyone to sample. All of this was included in the paperwork Angela distributed.

Pat Cassetty

Demonstrated how to make KDA an icon on your desktop.

Vicki Rodgers

Reviewing processor contracts. There are 25 approved, and one new, which is Schwans, a pizza processor. Vicki asked if there were any problems with the processors or their products. Beginning July 1, all complaints will be sent to USDA instead of the Frankfort Food Distribution Office. Vicki also distributed instructions on how to file those complaints with USDA. Discussion followed on communication with the broker needs to be worked out on how much product will be received and training for processing.

Donnie Tipton

Explained the CSFP and EFAP Programs, what they do and how they work. He explained that the information is on the website and if they wanted to find the locations of food pantry's.

This session ended with treats of applesauce and roast beef sandwiches, which were provided by the processors.

Farm to School

Jessica Anderson

Watermelons planted end of this month. Taking pictures with DOD and will share with school children so they know where Kentucky products come from – not just Kroger or Wal-Mart. One thing that has been changed is we are not going to give a specific date anymore. We feel it is better for farmers to target a month instead of being specific in a date. Jessica asked for size requests from schools. There will be a Fall Décor Contest for all school cafeterias. You may incorporate items outside of kit to compete for cash awards for your school. North Carolina has Farm to School Program and gave Jessica the idea. Division of Markets will judge all entries. Pictures were passed around the room of the North Carolina competition. Winners will be posted on the KDA website. Jessica will be advertising the contest, rules, deadline, etc. Some of the comments were that most of the Fall Décor Packages were not useful and had to be discarded. The items were of poor quality. Some schools said they liked the products, it must have been a hit-and-miss situation. Jessica said they needed to target these problems, and asked that dissatisfied customers please call if they receive products they are not happy with.

Kevin Peach

Asked that D-Forms be sent to him instead of to distributors. He will send out packets of the Food Distribution forms. He will inform Jessica, who will inform farmers, which will be out of the loop. One of the comments made was to ask Jessica to please check packaged food, starting with farmers, because it was rotten when the schools received it. A PowerPoint presentation was given by Teresa and Pat describing how food is distributed to schools. A request was given to list only those products and sizes schools can use. Discussion of ordering foods.

Regional Reports

- Region 1** Most everything they want has been discussed. The information received from directors are: Preference is frozen corn to canned corn. They want the breaded potato wedges. Potato flakes are hard to use. Foods received are of excellent quality. It is hard to store frozen items when they are all brought in at same time. Please get the bugs worked out of the Electronic Food Request. Question of saving food orders (save through [View](#)). Not being notified when products are shipped and/or have arrived. Tyson is a problem. Vicki and Teresa discussed this problem. New products and information is not getting to her – just orders same items from last year's sheets. Still need help with production records.
- Region 4** Is well-pleased with Single Inventory. Receive dates on purchased foods. Question to why we keep pack dates. This region is planning a workshop on June 13 in Somerset. Beverly Daugherty and Bill Wilson will be attending.
- Region 5** This is the first time this region has processed with on-line ordering. The meeting held yesterday answered the questions and comments they had. The new director came up with training for DOD, the final buy sheet, and balance could be given after delivery. The DOD program, final buy, needs to be able to cancel anything on order, or to correct mistakes they made in ordering. Notice of Arrival – cannot check off. Kevin is putting this on the website. Farm to School – wants longer delivery periods and why can't products be used more in summer for the summer feeding program. Disappointed with cancellation of pudding cups. Cranberries were too much of a good thing. Please – no more cranberry juice. We don't want items we cannot count as a component. Disappointed that breaded chicken was cancelled. The reason for the cancellation is because USDA felt they were too expensive. Wants FD Office at KSAFA.

Region 6 Most responses were answered yesterday. Had trouble printing the Electronic Food Request. Single Inventory – Mr. Smith created spread sheet that worked very well because it converted. Couldn't tell what their purchase price was. Pricing gets too much into the Dept. of Education's end of it. New Review procedure works okay. Very satisfied with DOD. Farm to School – broccoli was poor quality. Our school is too small to participate. Would like to have training at KSAFA on eating disorders, single inventory and how it affects our state. Notice of (?) not available, this has happened twice. Received a lot of information yesterday and we need to be able to pass this information on. (Pat will do this by email.) Quality of DOD is not the best it can be. Pat suggested they contact DOD if not satisfied with the products.

Region 7 Joan Smiley has learned a lot this meeting and would like to have the information passed on. Electronic Food Request – "Title's Locked", proxy server problems and prices. DOD shouldn't be on Survey. Bulk turkey for processors needs to be added. List value processing cost, total cost. No reviews at this time. Farm to School is successful. More products on list than being offered (examples: lettuce, cantaloupe, tomatoes). Shelf life of products was mentioned. Need training on Single Inventory.

(Jessica taking notes on products everyone wants to see.)

Eleanor asked about the processing plant in Lexington which processes fresh fruits and vegetables. DOD Procurement Office processing fresh products, considered processed, but preference is fresh products.

Jessica suggested a class or training on how to handle and clean fresh products.

Region 8 Problems were answered yesterday on the Electronic Food Request. No problems with the Single Inventory or Reviews. Liked DOD products. Lettuce poundage a problem. Need better communication with Farm to School Program. Would like to see a live demonstration on how to season vegetables, class on how to use commodities, food storage and use, recipes – when, what and how much. State forms need to be revised. She received a lot of good responses and is giving Teresa a copy of those comments.

Region 9 No one mentioned anything that hasn't already been discussed. Commodity products are highest quality. Appreciative of everything being done and sees very positive changes.

Gina Rose Received 5 responses out of 25. Everything has been covered during this meeting. Everyone is working with her, and seems to be working together. Browns Food Service had not delivered to one place. She is not being informed. There needs to be training to communicate with her group. She has 90 percent male teenagers to feed 24 hours a day. If anyone has items they don't need or want, she'll take anything.

Teresa

1. Sending a letter on CAC elections. Reminder that the Chair serves 3 years.
2. Next meeting will be in October. Industry Seminar will also be in October at Rough River. This should coincide with the CAC meeting. Will find out dates and email everyone with the final dates selected and everyone can let Teresa know what their preference is.

Jessica Farm to School – help me to help you. Call me with your ideas and problems. We need to make sure we have consistent quality products. We need to educate customers and growers alike.